

MACOMB TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES AND PUBLIC HEARING
WEDNESDAY, FEBRUARY 13, 2013

LOCATION: MACOMB TOWNSHIP MEETING CHAMBERS
54111 BROUGHTON ROAD
MACOMB, MI 48042

PRESENT: JANET DUNN, SUPERVISOR
MICHAEL D. KOEHS, CLERK
KAREN GOODHUE, TREASURER
DINO F. BUCCI, JR, TRUSTEE
CLIFFORD W. FREITAS, TRUSTEE
ROGER KRZEMINSKI, TRUSTEE

ABSENT: NANCY NEVERS, TRUSTEE

ALSO PRESENT: Lawrence Dloski, Legal Counsel
Jerome Schmeiser, Planning Consultant
James VanTiflin, Township Engineer Director
(Additional attendance on file at the Clerk's Office)

Supervisor DUNN called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was recited.

ROLL CALL

1. Clerk KOEHS called the roll and the Board of Trustees were present except for Trustee NEVERS.

APPROVAL OF THE AGENDA

2. The agenda was reviewed and items 5-C-1, 8, and 12 were tabled to February 27, 2013 while item 25 was tabled indefinitely. Items 32 and 33 added to Executive Session.

MOTION by BUCCI seconded by KRZEMINSKI to approve the agenda as amended.

MOTION carried.

APPROVAL OF THE BILLS

3. Both bill runs were reviewed and there were no additions, deletions or corrections.

MOTION by KRZEMINSKI seconded by FREITAS to approve both bill runs as presented.

MOTION carried.

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APPROVAL OF THE PREVIOUS MEETING MINUTES

4. The minutes of the previous meeting held on January 28, 2013 were reviewed and any additions, corrections or deletions were discussed and made.

MOTION by KRZEMINSKI seconded by KEOHS to approve the minutes of the meeting of January 28, 2013 as presented.

MOTION carried.

5. **Consent Agenda Items:**

- A. Clerk's Department:
 - 1. Confirmation of Telephone Poll Approval-Easement Encroachment Agreement; Parcel No. 08-16-351-031.
- B. Water and Sewer Department:
 - 1. Request Authorization to Pay ETNA Supplies for 1" Soft K Copper.
- C. Facilities and Grounds Department:
 - 1. Town Hall Bi-Annual Cleaning Contract Renewal.
(Tabled to February 27, 2013)
- D. Supervisor's Department:
 - 1. Request to Purchase Updated Bresser's Cross-Indexes.
- E. Human Resources Department:
 - 1. Request to Approve Position Descriptions; Information Technology Department.
 - 2. Request to Approve Position Descriptions for MAPE Agreement.
 - 3. Request to Approve Medical Leave of Absence; Building Department.
 - 4. Request to Attend Annual ASE Conference.
- F. Building Department:
 - 1. Request Authorization for Building Official & Assistant Official to allow Inspectors to attend Local Educational Meetings for 2013.

Supervisor DUNN reviewed this matter and asked if any of the Board members wanted to remove any item from the Consent Agenda and place it for discussion on the regular agenda.

MOTION by KRZEMINSKI seconded by GOODHUE to approve the Consent Agenda as earlier amended.

MOTION carried.

6. **Public Comments, Non-Agenda Items Only - (3 minute time limit)**

None.

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OLD BUSINESS

7. Committee for Review of Compensation for Elected Officials, Appointed Officials and Members of Boards and Commissions. *(Tabled from January 28, 2013 meeting)*

MOTION by BUCCI seconded by KRZEMINSKI to appoint the following persons to the Compensation Committee: Rita Bacon, Mark Hurst and Jeff Spicuzzi. (alternate Peter Barbieri)

MOTION carried.

8. Request to Approve Tentative Preliminary Plat; Twin Rivers Subdivision, Phases II and III; Twin Rivers Development LLC, Petitioner; Located on north side of Hall Road ¼ mile east of Romeo Plank Road. Parcel No. 08-33-376-016.
(Tabled from January 28, 2013 meeting).

This item was tabled to the February 27, 2013 meeting.

MOTION carried.

9. Use of Card Road Property; Permanent Parcel No. 08-14-100-005. *(Tabled from January 28, 2013 meeting).*

Legal Counsel Larry Dloski addressed the Board regarding this item.

MOTION by KOEHS seconded by GOODHUE to reject all bids received for the use of the property at Card Road and 24 Mile Road, specifically Permanent Parcel No. 08-14-100-005.

MOTION carried.

MOTION by KOEHS seconded by GOODHUE to authorize the Supervisor and the Clerk to sign a hold harmless agreement.

MOTION carried.

NEW BUSINESS

10. Review of Purchasing Policy and Approval Limitations.

MOTION by KOEHS seconded by GOODHUE to adopt the proposed changes to the purchasing policy as outlined in the Purchasing Policy Chart.

MOTION carried.

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MOTION by KRZEMINSKI seconded by FREITAS to approve the Purchasing Policy with the updated dollar amount changes.

MOTION carried.

11. Request to Approve Master Plan Update with Community Planning Consultants.

Planning Consultant Jerome Schmeiser addressed this item with the Board.

MOTION by BUCCI seconded by GOODHUE to authorize the Community Planning Consultants to initiate the Master Plan Update.

MOTION carried.

12. Request to Approve Master Plan Update with Gilbert A. Zook, Certified General Appraiser. *This item was tabled to the February 27, 2013 meeting.*
13. Request to Approve the Agreement with the Macomb County Department of Roads for the Woodberry Estates Subdivision Improvements.

Supervisor DUNN addressed this item with the Board members.

MOTION by KRZEMINSKI seconded by FREITAS to approve the agreement with the Macomb County Department of Roads for the Woodberry Estates Subdivision Improvements.

MOTION carried.

PLANNING

14. Request for Rezoning; C-3 to R-2-L; 45300 Card Road; Section 35, Located on east side of Card North of Hall Road. Unica Development LLC-Petitioner. Parcel No. 08-35-300-042.

Planning Consultant Jerome Schmeiser addressed this item with the Board members.

MOTION by BUCCI seconded by KRZEMINSKI to approve the request for rezoning; C-3 to R-2-L for the parcel located at 45300 Card Road; Section 35, Parcel No. 08-35-300-042.

MOTION carried.

15. Request for Extension of Time; Site Plan; Park Wood Luxury Senior Living; Located on north side of 23 Mile Road, west of Romeo Plank. Section 17, Philip Ruggeri, Petitioner. Permanent Parcel No. 08-17-451-027.

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Planning Consultant Jerome Schmeiser addressed this item with the Board members.

MOTION by GOODHUE seconded by KOEHS to approve the request for an extension of time for the Site Plan for Park Wood Luxury Senior Living, located on north side of 23 Mile Road, west of Romeo Plank. Section 17, Permanent Parcel No. 08-17-451-027 for one year to January 4, 2014.

MOTION carried.

16. Request for Extension of Time; Site Plan for Westwood Inn Assisted Living Community; Permanent Parcel 08-16-400-014; Located on the north side of 23 Mile Road, between Romeo Plank Road and Card Road; Section 16. Kevin West, Petitioner.

Planning Consultant Jerome Schmeiser addressed this item with the Board members.

MOTION by KRZEMINSKI seconded by FREITAS to approve the request for an extension of time for the Site Plan for Westwood Inn Assisted Living Community; Permanent Parcel 08-16-400-014 located on the north side of 23 Mile Road, between Romeo Plank Road and Card Road; Section 16 for one year to December 15, 2013.

MOTION carried.

CLERK'S DEPARTMENT

17. Request to Approve Purchase of Additional Voting Booths.

Clerk KOEHS addressed this item with the Board members.

MOTION by BUCCI seconded by GOODHUE to approve the request to purchase additional Voting Booths from American Made Election Equipment Company for a total cost of eleven thousand six hundred thirty dollars (\$11,630.00).

MOTION carried.

18. Request to Approve Electronic Poll Book Agreement; State of Michigan, Bureau of Elections.

Clerk KOEHS addressed this item with the Board members.

MOTION by KRZEMINSKI seconded by GOODHUE to authorize the Clerk to sign the Electronic Poll Book Agreement with State of Michigan, Bureau of Elections.

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MOTION carried.

HUMAN RESOURCES DEPARTMENT

19. Request to Reclassify Employee Number 509.

Human Resource Director John Brogowicz addressed this item with the Board members.

MOTION by KRZEMINSKI seconded by KOEHS to approve the reclassification of employee Number 509 from a Supervisor Grade 1 to a Manager Grade 5.

MOTION carried.

20. Request to Initiate Recruitment Process; Information Technology Specialist.

Human Resource Director John Brogowicz addressed this item with the Board members.

MOTION by KOEHS seconded by GOODHUE to authorize Human Resources to initiate the recruitment process for an Information Technology Specialist Grade 1.

MOTION carried.

FIRE DEPARTMENT

21. Request to Purchase Extended Warranty for Fire Pagers.

Macomb Township Fire Chief Robert Phillips addressed this item with the board members, recommending approval.

MOTION by BUCCI seconded by GOODHUE to approve the purchase of an extended warranty for the Fire Pagers from for a total amount of four thousand three hundred twenty dollars (\$4,320.00).

MOTION carried.

22. Request to Purchase GPS Units.

Macomb Township Fire Chief Robert Phillips addressed this item with the board members, recommending approval.

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MOTION by KOEHS seconded by KRZEMINSKI to approve the purchase of GPS Units from for a total amount of one thousand eight hundred ninety one dollars and ninety three cents (\$1,891.93).

MOTION carried.

23. Request for Fire Inspectors to Attend Training.

Macomb Township Fire Chief Robert Phillips addressed this item with the board members, recommending approval.

MOTION by FREITAS seconded by GOODHUE to authorize the Fire Inspectors to attend the Fire Inspector II Course training for a total cost of four hundred dollars (400.00).

MOTION carried.

24. Request to Install Cameras at Station 1.

Macomb Township Fire Chief Robert Phillips addressed this item with the board members, recommending approval.

MOTION by BUCCI seconded by GOODHUE to approve the installation of Video Cameras at Station 1 by D/A Central for the amount of four thousand three hundred fifty two dollars and forty two cents (\$4,352.42).

MOTION carried.

WATER AND SEWER DEPARTMENT

25. Request Approval to Pay Engineer's Payment Certificate No. 9 Sanitary Pump Station No. 9 Replacement 21 Mile Road East of Romeo Plank Road. MA09-011.

(Tabled indefinitely)

26. Request to Conduct Supervisory Control and Data Acquisition (SCADA) System Study.

MOTION by KRZEMINSKI seconded by GOODHUE to approve the Request to Conduct Supervisory Control and Data Acquisition (SCADA) System Study for cost of twenty seven thousand six hundred sixty dollars (\$27,660.00).

MOTION carried.

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BUILDING DEPARTMENT

27. Request to Re-Classify Employee #59

MOTION by BUCCI seconded by KRZEMINSKI to approve the reclassification of employee number 59 from Inspector to Lead Inspector.

MOTION carried.

Public Comments, Non-Agenda Items Only - (3 minute time limit)

Thomas McEvoy addressed the Board regarding the SMART program.

BOARD COMMENTS

28. Supervisor Comments

Supervisor DUNN thanked Bob Ivanovski for his recent efforts in the I. T. Department.

29. Clerk Comments

None

30. Treasurer Comments

None

31. Trustees Comments

None

MOTION by BUCCI seconded by KOEHS to adjourn to Executive Session at 7:53 p.m.

MOTION carried.

Back in at 8:30 p.m.

EXECUTIVE SESSION

32. Property Purchase Discussion.

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MOTION by KOEHS seconded by KRZEMINSKI to authorize the Supervisor to proceed as discussed.

MOTION carried.

33. MAFF Grievance #12-001.

MOTION by KOEHS seconded by FREITAS to deny MAFF Grievance 12-001 and reject the offer of settlement.

MOTION carried.

ADJOURNMENT

MOTION by BUCCI seconded by GOODHUE to adjourn the Board of Trustees meeting at 8:35 p.m.

MOTION carried.

Respectfully submitted,

Janet I. Dunn
Macomb Township Supervisor

Michael D. Koehs, CMC
Macomb Township Clerk